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DOI Waiver Letter In ERU File

Ameritive for Administration & Management

MAR 24 1948

Assistant Director, Reports & Estimates

Allocations of Funds to the Board on Geographic Names (EGN)

Reference: Memorandum to the Chairman, Projects Review Committee, from the Chief, Budget and Finance Branch, A&M, dated 10 March 1948, Subject: Project 00-13, Geographical Names Project

> 1. This office has asked for and received from the Board on Geographic Names a Summary Statement and breakdown of costs for each of the CIA projects currently on the books of the EGN.

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2. A review of the summary statement indicates an expenditure in excess of total allotments to the Board on Geographic and a total expenditure of execus of approved allocations by the Projects Review Committee through 30 June 1948.

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3. Anticipated requirements through the fiscal year 1946 in addition to that set forth in paragraph 2 above, are listed as follows: 25X1A1a

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a. Name Research in support of the MIS Program;

b. JANIS Programs

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c. Name Research for ORE Staff Intelligence:

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In summary, therefore, a total requirement of exists to cover the present deficit and additional requirements through 30 June 1948.

h. It is therefore requisted that:

25X1A1a unexpended balance of funds in Project 00-13 be transferred to the Board on Geographical Manes to cover deficits in the accounts of CIA projects.

25X1A1a additional funds be allocated in the amount of to cover deficits not liquidated by he above.

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e. A new project in the form of a working fund in the be set up to support geographical name research for the NIS Program.

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- be allocated to cover JANIS requirements.
- be allocated to cover name research for CRE Staff Intelligence.

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- 5. Justification in support of the above recommendations is cited as follows:
 - a. While the Board on Geographic Hames has expended funds in excess of estimates on individual projects, CIA has not been advised in each case nor have such additional expenditures been assisted for approval until a specific request for a summary statement was made by this office. Procedures have been agreed upon by this office, representatives of the Budget and Finance Branch, AkM, and the Board on Geographic Hames whereby monthly statements of account will be furnished to CIA in the future.
 - b. Copies of the BON Summary Statement and the statement of pressdures agreed upon are included under Tab "A". It should be noted that these procedures provide for a transfer of funds on a working fund basis against which charges would be made on the basis of specific authorization by CIA in the amount of written estimates submitted by the Board on Geographic Names.
 - e. The MIS Program requires an acceleration in geographical news research which will necessitate augmentation of the BCM working staff and an increased scale of production in order to keep page with MIS production.
- 6. It is requested that this office be advised of action taken on paragraph 4 above.

THEODORE BARBITT

Bools

Tab "A" - Summary Statement & Statement of Procedures
Tab "B" - Recapitalition, Allocations & Requirements, BON

P&PS/mm men

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Distribution:

Asst. Director, Red (2) Chief, Budget & Finance Chief, Basic Intelligence Group

Plans & Policy Staff (2)



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Board on Geographic Names

SUMMARY STATEMENT

All Projects

April 1947 - February 1948

Work Assignment Humbers and Titles	Total Amounts Allocated & Received	Total Expenditures	Total Credit and Debit Balances
- Name Research Intellige	nce		
- Nume Research (JMPC)			
- Name Files and Machine	Records		
- Gasetteer Evaluation			
- Janis; edit & gazetteer			
- Greek short Gazetteer			
Middle East Gazetteer			
- Iceland & Greenland			
TOTALS			

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UNITED STATES

DEPARTMENT OF THE INTERIOR OFFICE OF THE SECRETARY Board on Geographic Names Washington 25, D. C.

March 2, 1948.

Central Intelligence Agency 2430 E Street, N. W. Washington 25, D. C.

Attention: Assistant Director Babbitt

Gentlemen:

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Pursuant to an informal conference held on Friday, February 28, with
Saunders and others, we are submitting herewith a suggestion
for modification of fiscal procedures.

- 2. It is suggested that the procedure for transfer of funds for geographical names work be modified to provide for an overall working fund against which charges would be made for specific projects as authorized by CIA. This would have the great advantage of permitting work to start on a project immediately upon authorization without waiting a month or more for Treasury to make funds available for expenditure, and would accomplish economics by eliminating many small separate transfers of funds.
- 3. Charges would be made against the working fund only for projects authorized by CIA in the amount of estimates submitted by BON and approved in writing by CIA.
- 4. If, because of changes in CIA requirements, or for other reasons, the original estimate should be insufficient for completion of any project, a re-estimate would be submitted to CIA for allocation of additional funds to, or discontinuance of, the project.
- 5. A code number would be assigned to each project by CIA for identification and record and accounting purposes.
- 6. A fiscal report would be submitted monthly by BGN to CIA, including a summary report of the status of the working fund and a statement of the status of funds allocated to each project.
- 7. It is suggested that a general project be established covering small, usually urgent requirements such as brief lists.
- 8. On the basis of the discussions of the CIA program and needs, it is estimated that a working fund of would cover the requirements for the remainder of the current fiscal year.

If this proposal meets with your approval we shall be glad to take whatever steps are appropriate to implement it.

Sincerely yours,

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RECAPITULATION

ALLOCATIONS AND REQUIREMENTS

BOARD ON GEOGRAPHIC NAMES

Total Allocations
Total Allotments (through February 1948)
Unexpended Balance
Tetal Expenditures (through February 1948)
Expenditures over Allotments
Expenditures over Allocations

Total Hequirements (through 30 June 1948)

JAHIS Program
NIS Program
NIS Program (Working Fund)
CRE Staff Intelligence
Deficit

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APR 1 1 1947

MEMORANDUM TO: Executive for Personnel and Administration

SUBJECT:

Chinese Geographical Names Project

REPERENCE:

Memorandum for Assistant Director for Reports and Estimates from Executive for Personnel and Administration dated 2 April 1947.

I. At the time this Office investigated CIG interests in the Board on Geographical Names and submitted its study on this problem, it was the understanding of this Office that CIG would have to assume financial responsibility for the salaries of the four personnel engaged in this activity only. As soon as approval in principle was obtained from the Executive Director on the recommendations made in the subject study a meeting was held to discuss detailed financial arrangements between CIG and the Interior Department offices concerned.

- 2. The conclusions of the meeting between CIG and Interior Department representatives, relative to the fiscal aspects of the project, have caused the letter attached under Tab "G" of the basic study to be rewritten in order to correct the statements relative to CIG's financial responsibility.
- 3. Accordingly, there is attached hereto a revised letter to the Secretary of Interior amending the previous statements regarding the method by which Interior Department will be reimbursed for services it performs on behalf of CIG.
- 4. This letter has been prepared in coordination with the Chief and Deputy Chief, Finance Division, Office of the Executive for Personnel and Administration.

J. KLAHR HUDDLE Assistant Director Reports and Estimates

ORE/WAP/mem
Distribution:

Asst. Director, R&E (2) CONFIDENTIAL Planning Staff, ORE (2)

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	SUBJECT: CIG Re- Geogra	presentation on Advisory Commit	tee, Board on	

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EFFECTIVE UNTIL 30 JUNE 1947 UNLESS SOONER RESCINDED

1. Office of Reports and Estimates, has been appointed CIO Representative on the Advisory Committee, Board on Geographical Names. It is located in Room 101, Central Building, Extension 2803.

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2. The Board on Geographical Names is charged with the primary function and responsibility of obtaining uniform usage in geographic nomenclature and orthography throughout the Federal Government and is the standard authority for all unsettled questions of this nature.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

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Executive for Personnel and Administration

ATTACHNENTS: None

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